**Faculty Senate Executive Committee Minutes**

August 25, 2020

Via Microsoft Teams – 3:00-5:00 pm

***Present***: Jon Anderson, Anne Arendt, Wendy Athens (OTL), Kat Brown, Joy Cole, Suzy Cox, Karen Cushing, Jessica Hill, Dianne McAdams-Jones, Alan Parry, Denise Richards, Karen Sturtevant (Library), Wayne Vaught, Sandie Waters

Visitors: Nizhone Meza

***Excused or Absent:*** Evelyn Porter

* Call to order – 3:00 p.m.

**ADMINISTRATIVE UPDATES**

* **SENATE PRESIDENT**
  + Student Authentication – Students “logging” into Teams must use their [UVID@uvu.edu](mailto:UVID@uvu.edu) NOT their [UVID@my.uvu.edu](mailto:UVID@my.uvu.edu). If emailing your students, you will need to use the @my.uvu.edu.
  + Senate Communication – Discussion on preferred method of communication. ExCo prefers emails so it can be easily forwarded.
  + Benefits Committee – ExCo would like a faculty member in addition to the Faculty Senate President to serve. Cole reported that Noelle Taylor is the faculty member who volunteered and will notify Judy Martindale. Martindale informed ExCo they need a new member due to Taylor’s class conflict.
  + Bookstore
  + Many complaints and concerns have been voiced about the lack of service and confusion for the Bookstore and Barnes & Noble. Arendt expressed to students they need to complain to UVUSA.
  + Be sure faculty and students provide explicit examples with details of reported problems to Arendt.
  + Parry shared that the Bookstore only list the most recent edition of the textbook even if a faculty member has specifically requested an earlier edition.
  + Decision to make these bookstore changes was primarily due to financial and space. It has been noted that Academic Affairs and faculty be consulted when these types of changes are planned in the future.
* **PROVOST**
  + Overall things appear to have gone well. There are still some technology issues and they are being addressed.
  + Students are complying with the facemask requirement.
  + UVU has a plan in place to deal with contact tracing and case count updates. Will be monitored on a daily basis.
  + Microsoft did an update and then Canvas made some changes last week causing IT and Academic IT to develop some workarounds to make everything work. Kudos!
  + Still monitoring complaints through Academic Continuity.
  + Beginning to address spring semester and how it will look.
* **LIBRARY**
* Operating on modified hours: M-F - 8am-8pm, Sat – 9am-5pm, Sun - 1pm-5pm
* Developed research guides for several classes for various disciplines and embedded them into Canvas courses. If a guide has been developed there is a link in the Canvas course which can be accessed on the left-hand side navigation.
* Executive Research Service is available for literature review.
* **OTL**
* High call volumes coming in but no major trends.
* Online Teaching Academy had 288 faculty go through online teaching certification this summer. We now have a total of 743 faculty certified with 61% of our full-time faculty certified. Have also provided a high number of faculty trainings.
* Waters shared that she has created a Canvas Power User Group on Fridays at 1pm if interested.

**STANDING COMMITTEE REPORTS**

* **SPECIAL ASSIGNMENTS & INVESTIGATIONS**
* Working on a faculty equity issue. Waters’ role is to fact find. Can ask the requestor if they want it brought it up in Senate. Arendt requested Waters provide her with details so she follow-up with Alan Drage before bringing forward.
* **SERVICE & ELECTIONS**
* Working to be sure have an accurate accounting of faculty on committees.
* Will seek replacement of Noelle Taylor on Benefits Committee.
* **RTP & APPEALS**
* Cox worked with Cole to determine composition of committees. Provided agenda of what want to accomplish.
* Brown and Cox will work with Advisory Committee to select their chair.
* Creating online training modules for all RTP members to learn and understand their roles.
* Reviewing policies that involve RTP.
* Need an update on RTP criteria to chairs. Cox and Matt North will be providing an update on 8/28.
* **POLICY LIAISON**
  + Policies 637 – *Faculty Tenure* and 366 – *Emeritus Status* are now in Stage 2 with a few more being presented in President’s Council on 8/27.
  + Trying to get the sabbatical leave policy committee back together. Would also like to bring the Faculty Evaluation of Administrators policy forward again.
* **ADVANCEMENT OF TEACHING**
* Decision was made to not overhaul the teaching awards as want to align with the new teaching excellence model.
* Solidifying the pilot for this fall. Then hope to do a deep dive into the teaching awards.
* Merit continues to be a complex issue. Will be drafting an executive summary and to align merit better with Policy 633 and 638 in the future.
* One objective is to hold a strategic planning meeting to determine what the committee wants to accomplish in the coming year.
* **CAS**
* Have an aviation case. Granted student 30 days to provide information. Due to recent changes within the University where forms go, had to make a few adjustments.

**SET SENATE AGENDA**

* Reviewed items to be included on the agenda.
* Will provide opportunity for various other committee reports such as the Academic Technology Steering Committee (ATSC) rep.
* Will post more to the information section.
* Anderson will check bylaws to determine if resolutions follow the same protocol as non-policy. Be sure senate understands the target audience and background of a resolution.
* Arendt will have a draft executive summary for Policy 633 – Annual Faculty Review next week. Senate does not vote on executive summaries. If senators have comments, send directly to Arendt.
* Arendt reported that a message came to Faculty Senate to modify the ELOs. ELOs have been worked on over the summer by a committee established by President’s Council. Move agenda item to next senate meeting and provide context for the modifications.
* Faculty Web Resources was to be brought back to senate for review. This deals with the university directory and web presence. Make a presentation item in order to seek feedback from faculty.
* Discussion about a proposal coming forward to overturn a decision on the GE Committee standing.
* Urgent Bylaw changes were voted on in spring. Senate decided to punt other proposed spring Bylaw changes until fall 2020. Will need to have a 2/3 vote to reopen for discussion. If passes, would need discussion the next meeting.

**STRATEGIC DISCUSSION**

* Digital Measures – Recommend RTP Committees meet with Laura Busby re departments customizing RTP process by department and the overall digital aspect.

**GOOD OF THE ORDER**

* Faculty Senate Orientation – Jessi Hill and Sandie Waters worked on orientation and asked ExCo to review.

Meeting Adjourned at 5:01 pm.